



# 1 Go to ArmyFRG.org

The **Site Administrators** are chosen by the unit. They should be active participants in the unit and will be approved by the unit commander. The selected administrators should have basic computer knowledge, dedication to the unit, and a sense of accountability to the Soldiers and families of the unit. It is recommended that more than one site administrator be chosen for each unit to share the duties.

- Find an FRG
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- Select **Switch to OCONUS**, and then find Qatar on the Arabian Peninsula (Middle East). If you're unsure of the location, roll your pointer over the **Qatar** label. Otherwise, scroll down and select **Qatar** under **OCONUS Links**.

- Click the unit to continue.



## 2 Fill in the form

The vFRG system is secure. The three web systems supporting the U.S. Army Family Morale Welfare and Recreation Command (including the ACS Staff, Army OneSource, and Virtual Family Readiness Group web systems), have been through extensive security and threat vulnerability testing to protect the users and information. FMWRC received an Authority to Operate (ATO) for all of these web systems in compliance with the Department of Defense (DoD) Information Technology Security Certification and Accreditation Process (DITSCAP). The full three year ATO was granted in FY05 and is scheduled for another review and conversion to the Defense Information Assurance Certification Accreditation Process (DIACAP) in FY08.

### 1. Subscribe as a sponsor

Select I am **Subscribing As A: Family Member**.

Note: if you are a DOD civilian or contractor serving at Camp As Sayliyah, please select "Sponsor" to register as part of the ASG-QA family readiness support group.

### 2. Enter name, e-mail and phone

Enter your first and last name, e-mail, and then DSN or commercial phone number.

### 3. Enter sponsor

Enter your sponsor's name and last four digits of their social security number. Double check the information for accuracy and then press **Continue**. The system will verify that your name is in the sponsor database uploaded by the ASG-QA FRG site administrator. If a match is found, you will see the **Complete Registration** screen next.

Note: If a match is not found and registration fails, contact the ASG-QA FRG officer or ASG-QA FRG site administrator by clicking the **Contact Us** link at the top-right of the page.

### 4. Complete your registration

Select a username and password for the FRG system. Usernames do not have any restriction except that they must be unique to the system and must be between 3-15 characters long. User names are not case sensitive. An example of an acceptable username is "john.doe". Passwords, on the other hand, must contain at least one uppercase letter, one lowercase letter, one number, and be at least eight characters long. Passwords are case sensitive. An example of an acceptable password is "JD555frg". Then, enter your e-mail address and your phone number and the remainder of the information in the form. Press **Complete Registration**.

### 5. View FRG page

If your sponsor identified you as a user, you will be automatically approved. Once your registration is complete, you will see your FRG's home page. If not, you will be placed on a waiting list. Your sponsor or your FRG administrator will review your application to join the FRG. Once approved, you will be notified by email.

# 3 Login to your FRG

The only way to subscribe to a unit's vFRG site is to identify yourself against the **Sponsor Database**. The information is for the members of the FRG only. It is not for general broadcast. To ensure that only members of the FRG have access to the site, the system uses a database to validate the identities of subscribers. When those family members subscribe to the FRG, they will be compared against the **Sponsor Others** list and when there is a match, be automatically approved.

**Site Administrators** will always receive notice when someone requests a subscription, including automatic approvals. If there is no match with the Sponsor Database, the FRG Admin may manually add a Sponsor.

## 1. Login

The next time you visit Army FRG, press the **Login** link at the top of the home page. Then, enter the username and password you selected during the registration process. Press **Login**.



## 2. Navigate

To navigate to the home page of the FRG sites for which you are approved, select the FRG name from the drop-down box at the top of the page. You will be automatically taken to the unit's FRG site. From the ASG-QA FRG home page, you will find:

- ✓ Learn about Camp As Sayliyah
- ✓ Read about Qatar
- ✓ Command Group Messages
- ✓ Policies and Procedures
- ✓ Desert Mesh Newsmagazine
- ✓ News from Qatar
- ✓ Military Facebook Pages
- ✓ Featured Forum Threads
- ✓ Links to a FAQ, Photo Gallery, Calendar and much more.



## 3. Need help?

Press the **Contact Us** link at the top-right of the screen to submit a question to the ArmyFRG site administrators.

